



SOUTHERN PARK COUNTY FIRE PROTECTION DISTRICT
Board of Directors' Meeting

2018.10.11 @ time P.M.
Minutes transcribed from audio recording

1) Introduction of Visitors

No visitors present

2) Attendees:

Board members present:

Denny Gibeson- Chair
Sean English – Treasurer
Gary Kaszynski
Mike Parrish

Excused Board Member:

Gene Wagner
(Mike Brandt - Secretary to the Board)

Department members present

Chief Eugene Farmer

3) Call to Order:

Meeting called to order at 06:00 PM by Board Chair Denny Gibeson.

4) Approval of Agenda:

Mr. English moved to add discussion of the September Treasurer's report and wishes to obtain approval for payments, second by Mr. Parrish; motion carried. β

5) Director's Chief's and Committee Reports

a. Treasurer's Report

Treasurer's report is now available at www.guffeyfire.net. The problems encountered in being able to transfer funds is resolved; items that weren't paid have been recovered. Monthly budget snapshot will be used to present information more clearly on spending, budget and account balances through the QuickBooks format. P&L will show expenditures.

The following requests for payment have been received and require Board approval. Mr. Gibeson moved to approve these 6 payments, second by Mr. English; motion carried.

| Payment to: | Amount: | For: |
|--------------------------|------------|----------------------------|
| Kennecol | \$542.00 | Workmen's comp insurance. |
| Toussiant | \$1547.50 | Attorney consultation |
| University Health Center | \$4,200.00 | EMT classes |
| Road and Bridge | \$1,516.45 | July gas/diesel billing |
| Road and Bridge | \$747.77 | August gas/diesel billing |
| VISA | \$4738.00 | Miscellaneous expenditures |

6) Budget

Mr. English presented the 2019 budget in the same format as presented in previous years with comparison data to prior years.

Changes include \$1,417.00/month additional income. Grants are not included as income. Projected 2019 income is \$246,347. Expenses are forecast based on fixed personnel expenses (salaries), ancillary expenses (insurance/retirement), and 2 additional planned shifts Shift pay includes all shift expenses and burden. Other forecast expenditures for the department are based on department equipment needs, medical needs and anticipated acquisition and repair expenditures. Uniforms and PPE are listed separately. The budget presentation will make clear to the community the cost of needed equipment (SCBA, AED, Heart monitor). Most items are 2% increased from 2018 except for fuel which has a 5% increase.

A line item for election expenses for a proposed mill levy increase ballot in 2019 is included as well, predicated on using local officials for most work and minimal attorney involvement. Mr. Gibeson suggested a \$10,000 set aside for attorney and election costs.

After all planned expenditures, the goal is to add \$1,000/month into the capital reserve fund, which has been stagnant at \$72,000 since 2017. Transfer records are not well defined for the last several years.

Total income is forecast at \$250,837; total available funds (including this projected income, monies in Colorado Trust) is \$469,808 in the format required for reporting. Expenses are forecast and include the \$12,000 added to the reserve fund. At present there is \$291,000 in the Colorado Trust account and that can be moved incrementally as needed each month, into the Sunflower operating account.

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The current forecast for 2018 shows net income of ~\$50,000 that can be assigned to reserve. Change will be made to add to 2018 budget with a projected increase of \$12,000 to capital reserve. It will be posted to the website on 2018.10.13.

Motion to accept the budget as presented with the added move of \$12,000 to the capital reserve fund and appropriate revisions by Mr. Gibeson, second by Mr. Parrish; motion carried. Revisions will be made and the budget sent out by 2018.10.15. This is a draft proposal, to be submitted by October 15th.

7) Water storage

Tank delivery is at least a month after order is sent. Mr. Parrish moved that Chief Farmer order the storage tanks and equipment needed for approximately \$35,311.03 from Valley pre-cast, second by Mr. English, motion carried.

Tom Burnet (surveyor) will send the mylar of the new survey this week. It must be signed by Chairman Gibeson and notarized and then submitted.

8) Adjourn meeting: Meeting adjourned at 7:25 p.m. by Chairman Gibeson.